



**Hurricane Valley Fire
Special Services District**
202 East State Street, Hurricane, Utah 84737
(435) 635-9562

Executive Board Meeting Minutes

September 9, 2015

Members Present: Bruce Densley, Bill Adams, Kevin Tervort, Dean Cox, Ken Hooten, Darrin LeFevre

Other Attendees: Gary Kuhlmann, Pam Humphries, Wayne Peterson, Matt Millis, Tyler Ames

Staff: Tom Kuhlmann, Patty Olesky

A. Meeting Called to Order: Bruce Densley 5:35 pm

Invocation: Dean Cox

Pledge of Allegiance: Bill Adams

B. Consent Agenda:

1. Conflict of interest: None
2. Agenda: No Comments

Motion: Ken Hooten, to approve the consent agenda.

Second: Kevin Tervort

Vote: Aye: All

Nay: None

C. Citizen Comment & Request for Future Agenda Items: None

D. Public Hearing

Motion: Dean Cox, to open the Public Hearing for comments on the proposed Impact Fee Facilities Plan.

Second: Bill Adams

Vote: Aye: All

Nay: None

Matt Millis with Zions Banks showed a power point presentation explaining the impact fee methodology and how the figures are calculated with information from call data, existing and future stations, etc.. He also explained the Public Safety Impact Fee Schedule and Formulas for residential and non-residential facilities. There was a lengthy discussion regarding how motels should be classified. Matt went over the adoption schedule and process and informed the District that they would have six years to spend the monies collected through the impact fees.

Motion: Darrin LeFevre, to close the Public Hearing and return to regular meeting.

Second: Bill Adams

Vote: Aye: All

Nay: None

E. Business:

1. Discussion and Possible Approval of a Resolution #2015-01 Adopting an Impact Fee Facilities Plan

There was some discussion regarding the fee amounts and if they should be lowered so that companies won't decide to go elsewhere because of the cost of the fees. We can't compare the Fire District impact fees with St George's because the dynamics are totally different. The board would like to start off with lower fees than proposed and see how it goes and possibly increase the fees if the need arises.

Motion: Dean Cox, to adopt the Impact Fee Schedule and Formula modified to 90% across the board.

Second: Ken Hooten

Vote: Aye: All

Nay: None

2. Discussion and Possible Approval of a Merit Board Policy & Board Appointments

Chief asked the board members if they accessed the drop box he emailed to all of them with the Merit Board policy, job descriptions and all other information pertaining to this meeting. Some of them were not able to access it so he explained how it works and how to use the drop box so that all future meeting documents can be sent out that way.

The Merit Board can consist of three members and any final hearings will still be resolved by the District Board. The board would like to have more time to review the documents.

Motion: Dean Cox, to table this item to allow more time to review the Merit Board Policy.

Second: Darrin LeFevre

Vote: Aye: All

Nay: None

3. Discussion and Direction of New Hire Testing

We currently have a portable training tower at station 2 that we were given the opportunity to borrow from another agency. While we have the use of the tower we would like to put together a physical and written test for entry level firefighters/ems to make up a list that we can utilize when an open position becomes available. This list will be used on a two year cycle. Chief will put together a process for the testing and have it available to the board for the next meeting.

4. Discussion and Direction on Fireworks Display

Insurance coverage should be ten million dollars for displays of fireworks but currently our insurance coverage is only one million, plus only fire departments are allowed to buy and store the fireworks, cities can no longer do that. Chief would like input from the board to see if we should consider getting out of the business of doing these and having the cities hire a private contractor to perform the fireworks displays. The board would like Chief to check with insurance companies to get rates for more coverage so that we can discuss it at our next meeting.

5. Discussion and Direction on the 2016 Budget

Chief will be executing the documents with State Bank of Southern Utah for the three apparatus soon, which will be set so that the first payment will not be due until January 15, 2016. We hope to be doing a CIB presentation in November for grant monies for the Coral Canyon Station and for a new ladder

truck. Chief would like direction from the board on how they would like him to proceed. The general consensus is to continue moving forward on the grant and allowing Chief to execute the loan documents.

6. Discussion and Possible Approval of Job Descriptions

With the Consolidation of the Districts there is a need to be more precise on job descriptions for Deputy Chiefs, Battalion Chiefs, Battalion Chiefs – Operations, and Captains. We need to decide how many captains and other higher up positions we need. The job descriptions will be the key to all positions. If the need arises we may need to perform open testing for some of the positions.

Motion: Kevin Tervort, to table this item to allow the board a chance to review the job descriptions.

Second: Ken Hooten

Vote: Aye: All

Nay: None

7. Discussion on the Continued Operations Plan

An invoice for the permit fee was sent to the fireworks contractor for the County Fair, which he then contacted Wendy Sandberg and she contacted Chief asking why they are receiving a bill. How would the board like to proceed with this, waive the fee or require them to pay the invoice? The board would like the invoice to be sent to Wendy Sandberg for payment.

With the wildland fires in the northwest it has brought up questions about compensation while on wildland fires. A differential pay may encourage employees to want to go on these types of fires. Chief is proposing time and a half for hours after 48 hours worked per deployment. We will need to make sure this is equitable for all. The Merit Board will need to be approved first then we can proceed with this differential policy. Sometime in January or February of next year we will do a presentation to see if it's beneficial to continue doing this. The general consensus is to move forward with this policy.

F. Closed Session: None

G. Adjourn

Motion: Kevin Tervort, to adjourn the meeting at 7:15 pm.

Second: Darrin LeFevre

Vote: Aye: All

Nay: None

Date approved October 14, 2015

Minutes taken by Patty Olesky

Bruce Densley, Chairman

Attest:

Patty Olesky, District Secretary